



**Network Council
Meeting Minutes
January 7, 2010
1:00 PM - 4:00 PM**

Members Present:

David Jones, PBH UM	Flay J. Lee, HopeHaven, Inc.
Cynthia Benjamin, PBH Network Ops	Dawn Allen, GHA
Craig Hummel, MD, PBH Medical Director	Bonnie Schell, PBH Consumer Affairs
Jeanne Duncan, RHA	Billy West, Daymark
Leslie Mussington, Horizon Care	John Hufton, CFAC
Tammy Gilmore, PBH/PDS	Niels Eskelsen, PBH Finance
Chuck Hill, PBH Network	Steve Tomlinson, PBH Network Ops
James Johnson, STEPS	Peggy Terhune, Monarch

Absent: Dawn Anderson, HomeCare Mgmt.; Diana Duncan, Diana's Home Care; Angela Gill-Graham, PBH QM

Guests: Jill Queen, PBH QM

- A.** Welcome and Call to Order – *Dawn Allen*
The meeting was called to order at 1:05pm. Dawn welcomed everyone and asked them to take the time to make any corrections to their names, email addresses and phone numbers on a list she circulated to the members.
- B.** Network Council Report – *Dawn Allen*
Minutes from the November 5, 2009 council meeting were reviewed. James Johnson made the motion to approve the minutes. Steve Tomlinson seconded. The minutes were approved as presented. Dawn asked if there were any items to be added to the agenda. It was requested to add the PCP CFAC Conference and Traumatic Brain Injury information. TBI training is scheduled for Feb. 3, 2010 at Copperfield from 9-1 sponsored by Cultural Competence. Also discussion needed regarding if a hospital representative should be added to the bylaws. Sam Pittman with Holly Hills Hospital emailed requesting to be a hospital representative on our Network Council. Chuck voiced caution because Holly Hills is a PBH provider but not in our catchment area. He suggested if it is agreed to have the hospitals join they should be in our area. After other discussion it was the general consensus of the members to include a hospital representative. A motion will be made at the February Council meeting to include this in the bylaws under Article V. The Membership Committee will then take the role of contacting area hospitals and give those interested a deadline to provide their bios.
- C.** Review and Revision of Bylaws – Bonnie noticed in Article V that “Family” had been omitted from Consumer Family Advisory Committee. Shelby will make this correction.

Shelby was also asked to repeat the sentence under Article VIII regarding what agency positions can serve on the Council into Article V. Once all changes have been made, including possible changes regarding hospital representation, they will be submitted by Shelby for posting to the website.

Per the bylaws, the past president shall become the Chairperson of the Nominating Committee. Therefore, Flay Lee is joining the Nominating Committee. Other members include James Johnson, Bonnie Schell, Diana Duncan and Angela Gill-Graham.

D. New Council Members recruitment – *Dawn Allen*

The Council needs one DD, one SA, one LIP and one consumer representative. The applications and their bios were read to the members and discussion followed. Dawn Allen will contact the CEO of each person applying to determine if that person is the CEO/President/Executive Director or part of their senior staff, as required in the bylaws. She will then request recommendations. When this process has been done the bios of those that meet the criteria will be posted to the Provider Council webpage for review.

E. Quality Management Updates – *Jill Queen*

Jill reported PBH was successful with their NCQA documentation reviews in November. There will be a site review on January 11 and 12. Feedback from NCQA at this time is yes to accreditation.

Jill informed the members QM will be changing the wording on the billing audit form of item #12, criminal back ground checks. These checks have to be completed and received before servicing the consumer. This will be posted. Peggy Terhune stated these checks don't come back quickly and asked if the employee can be hired but not do services until the checks have returned. Jill stated QM has worked with providers around that in the past. Jill will confirm the state wording and meaning definition of "completed". QM will continue reviews as past until this is resolved.

F. Finance Department – *Niels Eskelsen*

Niels discussed the rate change issues. As every one knows, state funds have been cut. PBH is taking a measured approach to this. They will first reduce rates of Y codes. Supervised living 1 & 2 will be the same rate as a 3 bed facility (\$250/day to \$116.15). YM812 will reduce \$161/day to \$116.15 effective February 6. Niels informed the members there is a law suit for a junction in process in the state. PBH is helping develop transition plans for those affected. Nine to 10 consumers have been identified that this will affect.

PBH has been overspending in the state funding area and needs to pull this back in. Niels stated they are trying to work for consumers as much as possible for those who need it. Some Medicaid rates will have to be adjusted as well. There has been some general discussion on changes for PBH/state, but no specifics. Niels will announce what PBH will do at the next Council meeting.

G. Agenda items for February Provider Meeting

- Person Centered Plan CFAC Conference – Steve Tomlinson
- Rate Changes – Niels Eskelsen
- Waiver Changes – Andrea Misenheimer
- CABHA – Steve Tomlinson and David Jones
- Crisis Recovery Center Union County – Kathleen Fry
- Recovery Presentation 1pm-3pm following provider meeting – Bonnie Schell
- Spotlight – Tom Hibbet with Timber Ridge

- H. **PCP Conference – Steve Tomlinson**
Steve announced Vanessa James with Community Relations is working with CFAC to coordinate the Person Centered Conference. It is scheduled for April 29th and 30th at the Embassy Suites in Concord. We have outgrown the Holiday Inn in Salisbury. PBH anticipates 500 attendees. Save the Date cards will be going out soon. Steve asked the members to help get the word out. PBH would like for the providers to tell consumers/families. Registration will be available by email/phone and website. He encouraged providers to rent a vendor table. The conference is free and consumers will be able to spend the night for free as well. This will be a great time for blending of consumers/family members and providers. There will be great speakers and consumers will be allowed to choose their own workshops.
- I. **Announcements**
Bonnie informed the members Peer Support Specialist Training is scheduled for January 25-29. Flay announced a PASAPA legislative lunch with state reps has been held. 20-25 attended representing 12 agencies. No state representatives attended.
- J. Jeanne Duncan made the motion to adjourn. David Jones seconded. The meeting was adjourned at 3:00pm.

The next meeting is February 4, 2010 @1:00pm

Minutes submitted by Shelby Marlow

Date Approved: March 4, 2010

Signature of the Chairperson: David H. Allen